



City of Baytown
Patrol Officer - Certified



DEADLINE TO APPLY – THURSDAY, AUGUST 31, 2023

PATROL OFFICER SALARY

- Probationary Patrol Officer \$71,684
- 8 Year Patrol Officer \$95,769
- 1-to-1 Years of Service Credit for Lateral Peace Officer

Annual salary increases up to a max in year 8

EMPLOYEE BENEFITS

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Uniform/Equipment Provided with Annual Allowances Employee
- Wellness Center
- Shift Differential Pay
- City Vehicle Program
- Tuition Assistance and Academy Tuition Reimbursement
- Training and Fitness Facility
- Retirement Plan (7% Mandatory with a 2:1 Match; 20 Year Retirement)
- 457 Deferred Compensation Plan

ADDITIONAL COMPENSATION

- Relocation Reimbursement
- Education Pay
- Specialty/Skill Pay
- Paid Leave

\$10,000
SIGNING INCENTIVE



Officer Jeremy Cox
Recruiter



(281) 420-6660



Jeremy.Cox@baytown.org



The Baytown Police Department is looking for certified police officers to join our team! Our force is dedicated to protecting and serving our community and we need reliable, motivated individuals to help us achieve our mission. If you are a certified police officer with a strong dedication to public safety, please apply today!

APPLICATION PERIOD FOR CERTIFIED OFFICERS ONLY

June 13, 2023 - August 31, 2023, 5:00 PM

Texas Certified Candidates

If you are a law enforcement officer certified in the state of Texas, please proceed with your application. You will be asked to provide your PID# once your application has been reviewed and you have been instructed on the next steps in the process.

Out-of-State Candidates

If you are a certified law enforcement officer from another state, you will need to confirm with the Texas Commission On Law Enforcement (TCOLE) that you are eligible to take the TCOLE approved Supplemental Peace Officer course **BEFORE** you apply. You are required to attach your endorsement letter from TCOLE to your application in order to continue in this applicant process. Please visit the BPD Career Page for information on receiving the TCOLE endorsement:

<https://www.baytown.org/DocumentCenter/View/7483/Steps-to-Obtain-TCOLE-Endorsement-for-Out-of-State-Officer>.

To Apply You Must Have a Valid Law Enforcement Certification

If you do not currently have a law enforcement certification, you can fill out a [Job Interest Card](#) on our website to receive automatic notifications the next time we post a Patrol Officer position for Uncertified candidates. Select the category "Law Enforcement" and hit "Subscribe."

Eligibility List

Applicants meeting the minimum requirements will be added to an ongoing eligibility list, below applicants already on the list, in order by time and date of application.

Next Steps

Activate your City of Baytown Preboarding Portal: After review, if your application meets the minimum requirements, you will receive an e-mail from NeoGov inviting you to activate your City of Baytown Preboarding account. It will take at most 48 business hours for your application to be reviewed.

Complete and Submit Required Documentation: There will be a list of documents you are required to complete and submit through the Preboarding portal. You will have 14 days to submit all required documents from the day you are notified to activate your Preboarding account.

Document must be submitted in PDF format.

Failure to submit documents in a format other than PDF may result in the rejection of your application. This is a professional file and as such, the documents must be legible and not showing any other background(s) or items other than the document itself.

****Remember, the documents must be submitted in PDF format.****

Schedule Your Physical Agility Test: Once you have submitted all required documents by your deadline, you will be contacted by your background investigator to schedule your PAT here in Baytown at the Baytown Police Academy.

Duties

A City of Baytown Patrol Officer

Responds to police calls from dispatcher: house or business burglary, violent felonies, robbery, auto thefts, auto accidents, criminal mischief, alarms, domestic violence, any other reported criminal offense, assistance to elderly or disabled persons who have accidents in the home, drive to the scene; provides protection or assistance or apprehends suspects.

Writes police reports of all calls and incidents; adheres to proper police procedures and files applicable charges. Proactively patrols City streets when not on an assigned call; checks buildings or homes for burglars; gives traffic citations enforcing traffic laws; assists citizens; and deters crime.

Performs miscellaneous duties including attending meetings; obtaining assignments; compiling reports; appearing in court for testimony; communicating with other officers or detectives regarding cases; and occasionally speaking to civic groups.

Performs all other related duties as assigned.

Minimum Qualifications

REQUIRED

The applicant must be at least 21 years of age and less than 45 years of age at the time of application

The applicant must possess a valid driver's license with acceptable driving record (must obtain TX driver's license within 90 days).

The applicant must have a high school diploma or GED equivalency.

The applicant must be a law enforcement certified officer meeting one of the following criteria:

Possesses an active Texas peace officer license; or

Is an out-of-state officer who has been endorsed by the Texas Commission on Law Enforcement to take the TCOLE approved "Supplemental Peace Officer" course. ***Out of state candidates MUST attach their TCOLE endorsement letter to this application to qualify for this position.***

The applicant must be a United States citizen.

The applicant must be able to read and write English.

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Additional Information

Here at the City of Baytown, in recruiting for our team, we welcome the unique contributions that you bring. We strive to workplace where differences are honored, with a workforce that reflects the diversity of the people we serve.

Knowledge , Abilities and Skills

Ability to work under stressful conditions and deal courteously with the public. Knowledge of civil, traffic, criminal laws, City ordinances and of City geography. Ability to organize clear, complete factual reports, enter and retrieve computer data and to drive a vehicle safely.

Attendance is an essential function of this position. The City reserves the right to require an employee in this position to work overtime. This position provides services or performs duties for the benefit of the general public during emergency situations. These may include services or duties different from those performed in the usual course and scope of your job. In the event of an evacuation, the incumbent in this position may be required to remain to perform needed services.

Overall Position Strength Demands

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

How to Apply

Remember - Documents must be submitted in PDF format. Failure to submit documents in a format other than PDF may result in the rejection of your application. This is a professional file and as such, the documents must be legible and not showing any other background(s) or items other than the document itself. Remember, the documents must be submitted in PDF format.

Benefits

The City of Baytown offers a varied and robust suite of benefit programs for Civil Service employees. Team members and their eligible dependents who participate on the City's health plan enjoy free medical care at the City operated Wellness Center. The City also provides 10 holidays per year along with an accrued 15 days of sick leave and an accrued 15 days of vacation leave per year. Sick and vacation leave amounts increase based on years of service. A sampling of other benefits includes voluntary Medical, Dental, and/or Vision Insurance, OnSite Fitness Programs, Wellness Programs, Tuition Reimbursement, along with an exceptional Retirement Plan (7% Mandatory with a 2:1 City Match).